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5 January 1956

MEMORANDUM FOR: Chief, Management Staff

FROM : Chief, O&M Staff (DD/P Area)

SUBJECT : DD/P Area Weekly Report for Period 29 December Through
4 January 1956

1. T/O Proposals Completed: Two (2) T/O proposal involving six (6) position actions were processed and approved during this reporting period.

2. T/O Proposals In Process: The current balance of T/O's in process is twenty (20). The processing of six (6) of the seven (7) major component reorganization proposals in the total of twenty (20) T/O's in process is still being held up by the Office of the Comptroller and also, by the Office of Personnel pending their receipt and resolution of the entire new DD/P ceiling vs T/O picture. All other T/O's in process, fourteen (14) in number, involving sixty-two position actions, are being processed in normal fashion.

3. MS Project 6-7 "Study of Possible Merger of the Cable Secretariat and the Signal Center": Staff study is completed. Submission to DD/S will be made after concurrence of EA/DCI and D/CO are secured.

4. MS Project 6-10 "Study of Non-OTR Training": Further action or development on this subject depends on acceptance of recommendations tendered in study report submitted to DD/S.

5. MS Project 6-17 "Nomenclature and Personnel Reporting, DD/P Area": Coordination of this study with the I&R Staff, SSA-DD/P, and the Office of Personnel has been effected. Final draft is being prepared.

6. MS Project 6-18 "Study of Delays in Pouch Service": Progress on this study is underway.

7. MS Project 6-19 "Study OTR Clerical Training": Progress delayed pending completion of MS 6-7.

8. NEA Division T/O - The final draft of the NEA T/O was presented to C/NEA on 29 December 1955. The Management Staff analysis indicates that the NEA Division's current T/O proposal is in excess of the ceiling established by SSA-DD/S as of 30 September 1955. C/NEA is currently reviewing the Management Staff findings with a view to reducing the excess of T/O over ceiling to a figure consistent with the revised requirements set by SSA-DD/S.

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9. New Building Space Requirement [REDACTED] - The detailed report obtained by this staff from [REDACTED] covering their justification for space increase in the proposed new CIA building was discussed with Mr. [REDACTED], subcommittee on space requirements, and [REDACTED], DD/P's Office. Copies of this report were given to both of these parties. No further action on this matter is contemplated by this staff.

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